

June 29, 2006

NOTICE TO ALL OFFERORS

REFERENCE: AMENDMENT NO.1  
DOL061RP20079

Additional information has been requested by prospective offerors and it has been determined by the Contracting Officer that this information be made available to all bidders. The closing date for the receipt of proposals has been extended from July 10, 2006, 2:00 p.m. local time to a new closing date and time of July 13, 2006, 2:00 p.m. local time.

*Chari A. Magruder*  
Contracting Officer

Attachment(s)

2. AMENDMENT/MODIFICATION NO. 1	3. EFFECTIVE DATE 6/29/2006	4. REQUISITION/PURCHASE REQ. NO. LEP 45-061A-86/128885	5. PROJECT NO. (If applicable)
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6. ISSUED BY U.S. Department of Labor, ETA/OGCM Division of Contract Services 200 Constitution Avenue, NW Room N-4655 Washington DC 20210	CODE	ETA	7. ADMINISTERED BY (If other than Item 6) U.S. Department of Labor, ETA/OGCM Division of Contract Services 200 Constitution Avenue, NW Room N-4655 Washington DC 20210	CODE
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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  To all Offerors/Bidders	(X)	9A. AMENDMENT OF SOLICITATION NO. DOL061RP20079
	X	9B. DATED (SEE ITEM 11) 06-09-2006
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing Items 8 and 15, and returning   0   copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.  
7/13/06 2:00pm EST

12. ACCOUNTING AND APPROPRIATION DATA (If required)

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(X)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
  
(Please See Attached)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) CHARI A. MAGRUDER Contracting Officer
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED
	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)
	16C. DATE SIGNED

## AMENDMENT NO. 1

### CONTINUATION PAGE

#### 14. DESCRIPTION OF AMENDMENT (CONT'D)

##### ANSWERS TO REQUESTS FOR CLARIFICATION

1. Is there any supplemental information you may have?

Answer: In addition to that which is provided in the Request for Proposals, additional information regarding the WIRED Initiative is available in the Solicitation for Grant Applications, which can be found at <http://www.doleta.gov/sqa/2005grants.cfm> and sheets are available on the ETA website at <http://www.doleta.gov>.

2. Is there a white paper?

Answer: No, there is no white paper available for potential offerors.

3. Please define economic development and economic transformation in the context of the WIRED initiative.

Answer: Information about the definition of economic development and economic transformation in the context of the WIRED Initiative can be found in the Solicitation for Grant Applications, which can be found at <http://www.doleta.gov/sqa/2005grants.cfm>

4. Can a task leader perform multiple responsibilities, i.e. project director and task leader?

Answer: Yes, the same person may be named to more than one key personnel position; however, the individual must not commit more than 100% of their time to this contract or any other contract. Failure to adhere to this requirement may eliminate your proposal from the competition.

5. Can the project director be an employee of the proposed subcontractor's firm?

Answer: No, the Project Director must be an employee of the firm which is awarded the contract. Failure to adhere to this requirement may eliminate your proposal from the competition.

6. The RFP suggests that thirteen regions were awarded grants as part of the WIRED initiative, and that a separate thirteen are participating in the WIRED Virtual Community but did not receive grant funds. Are we interpreting this correctly? If so, would you identify for us the regions that are participating in the Virtual Community, with information about their size and composition?

Answer: Thirteen regions were awarded grants of \$100,000 each to participate in the WIRED Virtual Community. Information about these regions will be provided to the firm awarded the contract to evaluate this Initiative.

7. Page C-5 of the RFP (Section C.4.4) mentions that the analysis of extant data will include "administrative data collected specifically for WIRED (and) administrative data collected by

related programs." This suggests that the WIRED grantees have formal reporting requirements. If so, could you clarify what they are (e.g., content of reports they are to submit, frequency, date elements, etc.)? Also, what "administrative data collected by related programs" is envisioned? If the latter refers to WIA and ES participant reports, would be possible to identify in these data systems who would be considered a WIRED participant?

Answer: WIRED grantees will be required to submit quarterly narrative progress reports and financial reports. Discussions about specific reporting requirements, including content of reports, required data elements and other administrative data, are in progress. Thus, information about specific administrative data that will be forthcoming is not currently available.

8. Are the participants in the Virtual Community separate regions from the 13 grantee regions? Also, will the Virtual Community be open to the general public in any way, or will it be focused solely on the participant regions and organizations?

Answer: The thirteen regions participating in the WIRED Initiative are not the same regions participating in the WIRED Virtual Community. The WIRED Virtual Community will be focused solely on the thirteen participating regions.

9. What are the requirements for the technical approach (Part 2, (5)) page limit, line spacing, margins, and font?

Answer: The requirements for the proposal, including the technical approach are as follows: no page limit, double-spaced, one inch (1") margins, and 12 point font size or larger. Failure to adhere to this requirement may eliminate your proposal from the competition.

10. In C.6 it states that the Task Leaders are to contribute 25% of their time. Does this percentage refer to the amount of time to be spent on one specific task, or all tasks to which that leader is assigned? Over what time period is this time percent commitment calculated?

Answer: Each proposed Task Leader must devote 25% of his/her time to that particular task. This time allocation is to be calculated over the contract's entire period of performance of the contract.

11. Will the ETA make available to offerors the Grant Proposals for the 13 WIRED awardees, and the 13 Virtual Community Regions?

Answer: ETA will provide all successful WIRED grant proposals to the firm awarded the contract to evaluate the WIRED Initiative and Virtual Community.

12. Is there any published material on the Virtual Community Regions beyond what is set out in the RFP and the brief citation in Assistant Secretary DeRocco's speech? Is there a published list of Virtual Community Members? If so, will the ETA make the documentation available to offerors?

Answer: No additional information regarding the WIRED Virtual Community or the regions participating in the Virtual Community is available at this time.

13. The RFP, C.6 states the required time commitment for Task Leaders at 25%. Section M states: "PLEASE BE ADVISED THAT OFFERORS WILL BE EVALUATED UNDER THIS

FACTOR BASED ON THE FOLLOWING,” and (3) in this subsection indicates that “a task leader must be identified for each of the tasks identified in Section C.4 and each additional task proposed in the offerors management plan.” Taken literally, this implies that all task leaders must be committed for 25% of 2080 hours for the entire 3.75 years of the project, and that there must be a task leader for every task. It is understood that a task leader could be assigned to more than one task. Does that imply that the 25% time commitment would be required for each task to which a leader is assigned? Some of the tasks do not require this level of time commitment (i.e. Evaluation Design) or are not suited to having a task leader (i.e. Meeting Preparation). Will the ETA clarify the time requirements?

Answer: Section C.4. states that offerors “should propose the design they believe will provide ETA with the soundest answers” to the questions the evaluator feels are necessary to fully evaluate the success of the WIRED Initiative and provides a list of tasks that ETA anticipates will be included in the design. Section M.2.E. states that “Offerors may divide the project into as many tasks as they deem appropriate for their proposed design. However, the management plan shall include a minimum of five tasks”, with five possible options provided as examples. Furthermore, Section M.2.E.(1) states that “The organization of the project does not have to conform strictly to the tasks in C.4., but must clearly show all tasks and deliverables and who will be responsible for them.” Thus, it is up to offerors to propose the design, with designated tasks and associated responsibilities, that they deem appropriate to evaluate the WIRED Initiative.

14. In a February 2006 press release "Workforce Innovation in Regional Economic Development (WORED) Initiative Launched by Department of Labor," the Council on Competitiveness states "Throughout the initiative, the Council will also be responsible for leading the effort to evaluate best practices and key learning points from WIRED." Please clarify how this relates to the proposed evaluation and the role that the Council will have in the proposed evaluation.

Answer: The Council on Competitiveness will conduct a separate study to identify innovative and promising practices by WIRED Initiative grantees. As such, the information they obtain will be made available to evaluators to enhance data collection efforts by the evaluation contractor. Beyond sharing this information, we do not anticipate a role for the Council in the proposed evaluation.

15. ETA's web site lists Critical Factors in Selecting the Regions for the WIRED Initiative and states that the criteria were used to judge proposals received under the WIRED initiative. Is a copy of the RFP soliciting proposals for the WIRED initiative available? And, will the selected contractor have access to the proposals submitted by the 13 selected regions?

Answer: The SGA can be found at <http://www.doleta.gov/sga/2005grants.cfm> . The contractor selected to conduct the evaluation will be provided copies of all successful grant applications for the WIRED Initiative and Virtual Community.

16. Are the 13 participants in the WIRED Virtual Community of Regions expected to be the only virtual participants or are others expected to join this network?

Answer: The thirteen regions already selected to participate in the WIRED Virtual Community will be the only participants in the Community.

17. What does the DOL anticipate as measurable outcomes for the thirteen "virtual communities" and what proportion of the evaluation effort is expected to be spent tracking these virtual communities, compared to the effort expended on the actual grantees?

Answer: Measurable outcomes for the thirteen grantees participating in the WIRED Virtual Community have not been determined at this time. Offerors should propose the soundest design for the evaluation of the grantees participating in the WIRED Initiative and the grantees participating in the WIRED Virtual Community.

18. If the company selected to be the evaluator would be allowed to also work as a consultant or technical advisor for one or more of the 13 WIRED regions?

Answer: The company selected to be evaluator, and any subcontractors to the evaluation contractor, may NOT work as consultant or technical advisor for any of the thirteen WIRED Initiative grantees or for the thirteen grantees participating in the Virtual Community.

19. Is this procurement for a new requirement or is this follow-on to a current contract? If there is an incumbent contractor, could you please provide the following: Contractor's Name (address would be helpful), Contract Number, Award/Expiration Date, Contract type, and Ceiling/Maximum Value?

Answer: There is no incumbent contractor for this procurement.

20. When will the Bidder's list, in whole or part, be posted?

Answer: The bidders' is attached.

21. What supporting documents are needed for contingency hires? Are resumes required for contingency hires or just commitment letters?

Answer: Resumes and letters of commitment are required for contingency hires.

22. Past Performance - Does the government require each prime contractor to submit 5 past performance references as well as the subcontractor, totaling 10 past performances?

Answer: Yes, offerors are required to submit five past performance references for the prime and five references for each of their major subcontractors. For example, if a prime has one sub, a total of ten references would be required.

23. Does the government require Form 8555 for both the subcontractor and the prime?

Answer: Yes, the government requires SF 8555 to be filled out for the prime and all subcontractors.

24. Is it possible to receive MS-Word versions of the required forms in Section J of the RFP (to facilitate their required completion)?

Answer: No, the only forms available are in PDF format and can be downloaded at [www.doleta.gov](http://www.doleta.gov).

25. Are CVs to be included in the Technical Proposal, or submitted as an Annex/Appendix/Attachment?

Answer: We do not request Curricula Vitae. We only request resumes that fit the modified resume format. Resumes should be submitted in Part II, the technical proposal.

26. Are the letters of intent for key personnel to be included in the Technical Proposal, or submitted as an Annex/Appendix/Attachment?

Answer: Letters of intent for key personnel should be included in Part II, the technical proposal.

27. The RFP suggests that the oral presentation is related to evaluation factor C. Does this mean that information related to this factor should be omitted from the technical proposal?

Answer: No.

28. The first paragraph below the title box on the first page of the RFP ends with the following sentence: "Potential offerors/bidders are asked to complete and submit a proposal/bid intent form." The specified form does not accompany the RFP nor is it available at <http://www.doleta.gov/sga/rfpforms.cfm> - RFP Forms and Instructions. Where can offerors find the Proposal/Bid Intent form?

Answer: Proposal/Bid Intent forms are not required.

29. The RFP, L.7, (A), Part 2, (5) states "Text type shall be at least 12 point font size or larger." Item (5) refers to Section M.2(A) but neither reference indicates line spacing or a limitation to the number of pages in the Technical Approach. Does the ETA have any instructions for offerors with regard to line spacing or page limitations in the Technical Approach?

Answer: See the answer to Question # 9.

30. The RFP estimates 30-35 FTEs on the project at a cost of \$90,000. Is this per year?

Answer: The government's estimate of 30-35 professional person years is not an indication of the number of FTEs required for this project. The government's estimate not only includes labor, but also includes other costs such as other direct costs, indirect costs and fee. This estimate is for the base year of the project. This statement pertains to the government's estimate for this project. These government provided estimates are provided for contractor planning guidance only and do not bind the government to a specific level of effort nor are they guaranteed or warranted by the government in any manner. The contractor must use its best judgment to determine an appropriate level of effort for the contract work regardless of the accuracy of these estimates.

31. The RFP says that the \$90,000 - \$100,000 includes all costs. Does this include benefits, Overhead, G&A and fee as well as other direct costs for the project like travel? What costs go into this figure? Does this mean that the total contract is \$3 million - \$3.5 million?

Answer: Please see the answer to Question # 30.

## **Bidders' List**

Ciddio-Morris Associates, Inc.  
1611 Telegraph Avenue, Suite 808  
Oakland, CA 94612  
Contact: Jim Morris  
Telephone: (510) 208-7100, ext. 103

Ajides International, Inc.  
Contact: A. TARIK BNAFA, PH.D.  
Telephone: (310) 337-7369

INPUT  
10790 Parkridge Boulevard, Suite 200,  
Reston, VA 20191, USA  
Contact: Reza Pazuki  
Telephone: 703-707-3535

SBR & Associates, Inc.  
2860 So. Alayfaya Trail  
Orlando, FL 32828  
Contact: Ken Polk  
Telephone: 407-770-1701

The Arnold Group, LLC  
747 Pontiac Avenue, Suite 204  
Cranston, RI 02910  
Contact: Robert Palumbo, MBA  
Telephone: (401) 383-8113

Idea Sciences, Inc.  
205 The Strand  
Alexandria, VA 22314-3319, USA  
Contact: Mary Crannell  
Telephone: (703) 299-3480

William L. DeSouchet, CPA  
Telephone: 719-589-1902  
Contact: Bill DeSouchet

CHP International, Inc.  
1040 North Blvd., Suite 220  
Oak Park, IL 60301  
Contact: Howard A. Raik, President  
Telephone: (708) 848-9650

Oliver F. Cobb & Associates, LLC  
2708 Airport Road, Suite 5  
Dalton, GA 30721  
Contact: Anita Cobb  
Telephone: (706) 275-6650, ext. 21

Solomon Technology Solutions Inc.  
15721 Greenway-Hayden Loop  
Suite 103  
Scottsdale AZ 85260  
Contact: Andrea Rohrer  
Telephone: 720-922-3118

The QED Group, LLC  
1250 Eye St NW  
Suite 1100  
Washington, DC 20005  
Contact: Elvis Fraser, Ph.D.  
Telephone: 202-521-1990

Holst and Associates, LLC  
9008 Octavia Court  
Springfield, VA 22153  
Contact: Beth Holst CEO  
Phone 703-455-5588

Evolution Management, Inc.  
4994 Lower Roswell Road, Suite 32,  
Marietta, GA 30068  
or 1800 Diagonal Road, Suite 600,  
Alexandria, VA 22314  
Contact: Deborah A. King, SPHR  
Telephone: 770.587.9032 (GA) or  
703.647.6015 (VA)

Institute for Work and the Economy  
at Northern Illinois University  
c/o Multi-University Center  
1010 Jorie Boulevard, Suite 200  
Oak Brook, IL 60523  
Contact: Peter A. Creticos, Ph.D.  
Telephone: (630) 990-8040

Konesens Corporation  
P.O. 354570  
Palm Coast, FL 32135  
Contact: Rudly Raphael  
Telephone: 386-597-6817



Morrison Institute for Public Policy  
P.O. Box 874405  
Arizona State University  
Tempe, AZ 85287-4405  
Contact: Nancy Welch  
Telephone: (480) 965-4525

Abt Associates Inc.  
55 Wheeler Street  
Cambridge, Massachusetts 02138-1168  
Contact: Sharon Christenson  
Telephone: (617) 492-7100

Enterprise & Portal Software Systems  
9250 Bendix Road,  
North Columbia, MD 21045  
Contact: Reginald Person  
Telephone: (410) 715-3777

TATC Consulting  
Contact: Katie D. Joyce  
Telephone: 202.408.8282 X240

Institute for Work and the Economy  
at Northern Illinois University  
1120 E. Diehl Road, Room 250  
Naperville, IL 60563-9347  
Contact: Peter Creticos  
Office: (630) 990-8040

Performance Excellence Partners, Inc.  
20911 Cabrillo Lane  
Huntington Beach, CA 92646  
Contact: Rachel E. Ramirez, President  
Telephone: 714-374-1140

Social Policy Research Associates  
1330 Broadway, Suite 1426  
Oakland, CA 94612  
Contact: Ronald D'Amico  
Telephone: 510-763-1499 (ext. 628)

The QED Group, LLC  
1250 I St, NW  
Suite 1100  
Washington, DC 20005  
Contact: Charles La Duca  
Telephone: (202) 521-1922

Planmatics, Inc.  
Suite 225  
1375 Piccard Drive  
Rockville, MD 20850  
Contact: David Auble  
Telephone: (301) 987-7441

Metropolitan Housing and Communities  
Policy Center  
The Urban Institute  
2100 M Street, NW  
Washington, DC 20037  
Contact: Nancy Pindus  
Telephone: 202.261.5523

Berkeley Policy Associates  
440 Grand Ave., Suite 500  
Oakland, CA 94610  
Contact: Frances Laskey  
Telephone: (510) 465-7884 x203

Institute for Social Science Research  
Arizona State University  
Contact: Brian Sherman  
Telephone: 480.965.1174

Regional Technology Strategies, Inc.  
205 Lloyd St., Suite 210  
Carrboro, NC 27510  
Contact: Cynthia Liston  
Telephone: 1 919 933 6699

DAH Consulting, Inc.  
99 Wall Street, 10th Floor  
New York, NY 10005  
Contact: John Harvey  
Telephone: 212 514-6862 X 11

ANGLE Technology Group  
1000 Research Park Blvd., Suite 103  
Charlottesville, VA 22911  
Contact: Athar Osama  
Telephone: 434-974-9700